

**STATE WORKFORCE INVESTMENT BOARD  
EXECUTIVE COMMITTEE  
Conference Call**

**AGENDA**

**Meeting Date:** December 1, 2004 2:00 – 3:30 p.m.  
**Location:** Walt Sullivan Building, 2nd Floor Conference Room  
1327 Lockett, Helena  
**Board Members:** Haley Beaudry, Chair; Ellen Engstedt; Leroy Bingham; Carol Brooker;  
Dick Brown; Jerry Driscoll; Lew Grill; Diane Harkins; Wendy Keating;  
Chuck Olson; Arlene Parisot; Ken Switzer; Gary Willis.  
**Board Staff:** Pam Watson

**2:00 p.m. Welcome & Introductions**

**Haley Beaudry**

- Roll Call
- Approval of Agenda

**Action Items**

**Recommendation for Action to Governor Martz**

**Haley Beaudry**

- Discussion
- Public Comment
- Action

**Update SWIB Goals and Objectives**

**Haley Beaudry**

- Discussion
- Public Comment
- Action

**Information Item**

**Transition Report for Governor Martz  
and Incoming Governor-elect Schweitzer**

**Haley Beaudry**

- Discussion
- Public Comment
- Action

**Other Discussion Items**

- Discussion
- Public Comment

**3:30 p.m. Adjourn**

**All State Workforce Investment Board meetings are conducted using Roberts Rules of Order. Only Board members can present motions. The Chair will call for public comment following Board discussion.**

If auxiliary aids and services or special accommodations are required, please contact  
Pam Watson at 444-1620.

### **Action Items:**

#### **1. Recommendation for Action to Governor Martz To address Current Issues between Local Boards And the State Department of Labor & Industry**

- Lack of Communication
- Issues from Annual WIA Monitoring
- Issues from CFAC/Flathead NEG Monitoring
- Issues from Federal Monitoring of DLI
- Possible Consequences (loss of federal funding etc.)

**Recommended Action: Executive Committee determine what should be included in the report to Governor Martz, and what corrective action the Board recommends she pursues to address the issues of serious concern. Must be remitted to Governor Martz as soon as possible.**

#### **2. Update SWIB Goals and Objectives**

The SWIB Executive Committee may want to discuss a draft for new Goals and Objectives to increase the SWIB's role in the Workforce System. The new Goals and Objectives could be drafted and submitted to the Executive Committee at the December 16th meeting for adoption.

#### ***Possible new and increased roles for the committee to consider for the SWIB:***

- Strengthen the role of business participation on the local and state workforce boards by defining what this role is, and assisting in the development of business board members.
- Establish criteria in partnership with the Governor for use by chief elected officials in the local areas for appointment of members of the local workforce investment boards (WIA Section 117)
- Review current system linkages to assure cooperation and communication between the programs, partners, Community Service Delivery entities, and the State.
- Develop linkages in order to assure coordination and non-duplication among programs and activities (WIA Section 111)
- Develop a system to certify and update training partners, and provide regular information to the public regarding performance of certified training providers

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- **May perform local community outreach to determine if programs and service delivery entities are meeting local needs.**
- **Research and develop promising practices and disseminate practices to local WIB's.**
- **Work with local WIB's and other appropriate entities to strengthen the role and identity of one-stops, and assure consistency and quality of services.**
- **Offer technical assistance in the case of an under-performing Local Workforce Investment Board.**
- **Establish criteria and make recommendations to the Governor for local board re-certification.**
- **Submit periodic reports to the Governor to advise as to the state of the Workforce System in Montana**
  - **Report should include: Recommendations concerning policies and practices to enhance system performance; Accomplishments; and Recommendations for improvement and accountability.**